

**VIRGINIA BOARD OF NURSING
MINUTES
January 27, 2009**

TIME AND PLACE: The meeting of the Board of Nursing was called to order at 9:05 A.M. on January 27, 2009 in Board Room 4, Department of Health Professions, 9960 Mayland Drive, Suite 201, Richmond, Virginia.

PRESIDING: Lynne M. Cooper, Citizen Member, President

**BOARD MEMBERS
PRESENT:** Florence Jones-Clarke, R.N., M.S., Vice President
Brenda L. Hale, R.N., Secretary
Peregrin C. Francisco, R.N., M.S.A.
Joyce A. Hahn, Ph.D.; APRN; NEA-BC
John M. Horn, L.P.N.
Patricia C. Lane, R.N., B.S.N., M.B.A., H.C.A.
Evelyn Lindsay, L.P.N.
Judith E. Piersall, R.N., B.S.N.
G. Maxine Ponn, L.P.N.
Patricia M. Selig, R.N., F.N.P., Ph.D.

**BOARD MEMBERS
ABSENT:** Lawrence L. Logan, Citizen Member

STAFF PRESENT: Jay P. Douglas, R.N., M.S.M., C.S.A.C., Executive Director
Gloria D. Mitchell, R.N., M.S.N., M.B.A., Deputy Executive Director
Jodi P. Power, R.N., J.D., Deputy Executive Director
Brenda Krohn, R.N., M.S., Deputy Executive Director
Paula B. Saxby, R.N., Ph.D., Deputy Executive Director
Jessica Ressler, R.N. Nursing Education Consultant
Linda Kleiner, R.N., Discipline Case Manager
Ann Tiller, Compliance Manager
Jane Elliott, R.N., Ph.D., Discipline Staff
Amy Davis, Administrative Assistant

OTHERS PRESENT: Howard M. Casway, Senior Assistant Attorney General
Elaine Yeatts, Policy Analyst, Department of Health Professions
Beverly Beck, Department of Health Professions Workforce Data Center
(joined later)
Wayne Halbleib, Assistant Attorney General (joined later)
Anne Joseph, Deputy Director, Administrative Proceedings Division (joined later)
Tracy Robinson, Intern, Administrative Proceedings Division (joined later)

**ESTABLISHMENT OF
A QUORUM:** With eleven members of the Board present, a quorum was established.

ANNOUNCEMENTS:

- The Committee of the Joint Boards of Nursing and Medicine is scheduled to meet on February 18, 2009.
- The National Council of State Boards of Nursing Mid Year Meeting is scheduled for March 3 – 4, 2009 in Chicago. Ms. Douglas informed the Board that National Council of State Boards of Nursing will reimburse expenses for two people to attend the mid year meeting. Ms. Douglas will attend and asked Board members interested in attending to contact Ms. Cooper as soon as possible. Ms. Douglas also stated that due to budgetary issues, this is the only way travel may be approved.

ORDERING OF AGENDA: The agenda was reviewed and ordered.

CONSENT AGENDA: The Board removed three items from the proposed consent agenda. Ms. Francisco moved to accept the consent agenda which includes:

Minutes:

November 17, 2008 – Panel – Ms. Jones-Clarke
November 18, 2008 – Board Meeting – Ms. Cooper
November 19, 2008 – Quorum – Ms. Cooper
November 19, 2008 – Panel – Ms. Jones-Clarke
November 19, 2008 – Panel – Ms. Cooper
November 12, 2008 – Telephone Conference Call – Ms. Cooper
December 3, 2008 – Nominating Committee – Ms. Francisco
December 8, 2008 – Telephone Conference Call – Ms. Cooper

Reports:

Board of Nursing Monthly Tracking Log – Licensure and Disciplinary Statistics

Ms. Francisco moved to accept the minutes below removed from the consent agenda as corrected.

November 20, 2008 – Panel – Ms. Cooper

REPORTS:

Finance Report:

Ms. Douglas reviewed the finance report indicating this is the first finance report the Board has received since September 2008. She brought to the Board's attention a few issues:

- The cash balance is lower than normal, increased VITA related costs and other increased costs have changed the past cash balance
- Object code 1230 has changed due to the cost of urine drug screens being moved from Enforcement to the Board. Lab fees have been renegotiated with LabCorp.
- Travel expenses reimbursed by National Council of State Boards of Nursing are not clearly visible on the finance report. Ms. Douglas is working with Finance staff to make the necessary adjustments so that the reimbursement can be identified.

Health Practitioners Intervention Program:

Peggy Wood, Intervention Program Manager provided information related to the Health Practitioners Intervention Program. A Memorandum of Agreement was signed to continue with Virginia Commonwealth University Health Systems (VCUHS), Division of Addiction Psychiatry until June 30, 2012. Ms. Wood reviewed the outcome of the internal review of the program undertaken by Department of Health Professions.

Ms. Cooper informed the Board that the Board of Health Professions voted to support the changes in the agreement with VCUHS

Agency Subordinate Tracking Log:

Ms. Power reported an error in the percentage of total modified agency subordinate recommendations for November 2008. The correct number is 12.5%.

Status of Appeals:

Mr. Casway reported there are three appeals, two will be resolved in the next few weeks. One appeal is pending and the Board has not been served at this time.

RECESS:

The Board recessed at 10:35 A.M.

RECONVENTION:

The Board reconvened at 10:45 A.M.

Executive Director Report:

Ms. Douglas reviewed portions of the report regarding continued competency and education information. She also reported on the efforts related to case resolution time, and that recently there were no nurse aide cases and less than fifty nursing cases to be reviewed. Two additional informal conference dates to be held by an agency subordinate have been added to assist in the processing of cases.

Ms. Beck joined the meeting.

Healthcare Workforce Data Center:

Ms. Beck provided an update to the Board regarding the Healthcare Workforce Data Center. She discussed points of interest from the Nursing Workforce Advisory Committee meeting held January 8, 2009 and information on HB2405.

Ms. Beck left the meeting.

Medication Aide Program Update:

Ms. Krohn reported on the meeting held with key stakeholders regarding the 68-hour medication aide curriculum, minor changes to the curriculum were suggested as well as reformatting of end of chapter tests. 3,840 applications have been received and 2,287 medication aides have been registered at this time. Proposed curriculum changes will be provided to the SME group which is meeting on February 11 and 12, 2009 to review the PSI test questions.

Continued Competence Committee:

Ms. Douglas stated the Committee met in November and will meet again this afternoon. The meeting today will involve key stakeholders such as VNA, VHCA, VHHA and AARP. The Committee plans to seek input on the matter of continued competence requirements to be associated with licensure renewal for registered nurses and licensed practical nurses.

Board of Health Professions:

Ms. Cooper reported on the Board of Health Professions meeting held on December 17, 2008. She reported the Health Practitioners Intervention Program was the main topic of discussion and supported changes being made in the agreement with the Department of Health Professions. A request to regulate central sterile supply technicians was not acted on at the meeting.

LEGISLATION/REGULATIONS:

Notice of Intended Regulatory Action Regarding Education Program

Fees:

Information regarding proposal of increasing the fee for new nursing education programs and to institute a fee associated with the review of nursing education programs was reviewed. Dr. Selig moved to refer this to the Education Committee. The motion was seconded and carried unanimously.

2009 General Assembly Report:

Ms. Yeatts reviewed information in the report related to HB 1601, HB1684, HB1744, HB 1812, HB 1986, HB 2211, SB 878, SB 965, SB 1282 and SB 1389.

RECESS: The Board recessed at 12:20 P.M.

RECONVENTION: The Board reconvened at 1:05 P.M.

Ms. Joseph, Ms. Robinson and Mr. Halbleib joined the meeting.

CONSIDERATION OF POSSIBLE SUMMARY SUSPENSION:

CLOSED SESSION: Ms. Hale moved that the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 1:05 P.M. for the purpose of deliberation to reach a decision regarding a possible summary suspension of Susan Kohler, R.N.. Additionally, Ms. Hale moved that Ms. Douglas, Ms. Mitchell, Ms. Krohn, Ms. Power, Ms. Tiller, Ms. Davis and Mr. Casway, Mr. Halbleib, Ms. Joseph and Ms. Robinson attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Board in its deliberations. The motion was seconded and approved unanimously.

RECONVENTION: The Board reconvened in open session at 1:17 P.M.

Ms. Hale moved that the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such

public business matters as were identified in the motion by which the closed meeting was convened.

The motion was seconded and carried unanimously.

Wayne Halbleib, Assistant Attorney General, presented evidence that the continued nursing practice of Susan Kohler, R.N. 0001-184919, may present a substantial danger to the health and safety of the public.

Dr. Selig moved to summarily suspend the license of Susan Kohler, R.N. pending a formal administrative hearing and to offer a consent order for indefinite suspension of her license, with said suspension stayed contingent upon verification of Ms. Kohler entering into a recovery monitoring contract with the Health Practitioners Intervention Program in lieu of a formal hearing. The motion was seconded and carried unanimously.

Ms. Joseph, Ms. Robinson and Mr. Halbleib left the meeting. Ms. Kleiner, Ms. Ressler, Dr. Saxby and Dr. Elliott rejoined the meeting.

EDUCATION:

Nursing Education Programs:

Ms. Ressler reviewed pass rate information of registered nursing and practical nursing education programs. Ms. Ressler also reviewed points of interest from the Education Special Conference Committee meeting held January 26, 2009. She provided information on nursing education programs that included:

- two nursing education programs that were approved in 2008 have not opened due to a lack of applicants;
- one nursing education program that was approved in January 2008 that has not opened because a physical site has not been obtained;
- several small proprietary nursing education programs approved in 2008 are doing well, and have 10 – 12 students;
- there are five new programs to be reviewed.

Distance Learning Programs:

Dr. Saxby provided information to the Board regarding distance learning programs that do not meet the clinical requirements for licensure in Virginia. Dr. Saxby asked the Board to consider the endorsement licensure process for applicants who have completed at least 960 hours of nursing practice and have an unencumbered registered nurse or practical nurse license in another state.

Ms. Piersall moved to issue a Notice of Intended Regulatory Action related to promulgation of regulations related to licensure by endorsement for individuals that graduate from nursing education programs that do not meet the Virginia requirements. The motion was seconded and carried. Ms. Cooper, Ms. Jones-Clarke, Ms. Hale, Ms. Francisco, Mr. Horn, Ms. Lane, Ms. Lindsay, Ms. Piersall, Ms. Ponn and Dr. Selig were in favor of the motion. Dr. Hahn opposed the motion.

Education Meetings:

Dr. Saxby reviewed the minutes from education meetings held on November 18, 2008 and December 3, 2008. Mr. Horn moved to accept the minutes as presented. The motion was seconded and carried unanimously.

OTHER MATTERS:

Report of the Nominating Committee:

Ms. Francisco reviewed the slate of officers previously mailed to Board Members in accordance with the Bylaws. The slate included:

- President: Lynne M. Cooper, Citizen Member
- Vice President: Florence Jones-Clarke, R.N., M.S.
Patricia Ms. Selig, R.N., F.N.P., Ph.D.
- Secretary: Brenda Hale, R.N.
Peregrin C. Francisco, R.N., M.S.A.

Election of Officers:

Ms. Cooper asked for nominations from the floor for the office of President, Vice President and Secretary. No nominations were received from the floor, Ms. Hale moved nominations be closed. The motion was seconded and carried unanimously.

Ms. Cooper was elected unanimously as President. Dr. Selig was elected as Vice President. Six Board members voted yes, five Board members voted no. Ms. Francisco was elected as Secretary. Eight Board members voted yes, three Board members voted no.

Request for Accommodation:

CLOSED SESSION:

Ms. Hale moved that the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(7) of the *Code of Virginia* at 2:12 P.M. for consultation with and the provision of legal advice by the Assistant Attorney General in the matter of accommodation requests. Additionally, Ms. Hale moved that Ms. Douglas, Ms. Mitchell, Ms. Power, Ms. Krohn, Ms. Kleiner, Ms. Ressler, Dr. Saxby, Ms. Davis and Mr. Casway attend the closed meeting because their presence in the closed meeting is deemed necessary, and their presence will aid the Board in its deliberations.

The motion was seconded and approved unanimously.

RECONVENTION:

The Board reconvened in open session at 2:17 P.M.

Ms. Hale moved that the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

The motion was seconded and carried unanimously.

Victoria L. Rigot, R.N. Applicant

Dr. Hahn moved to grant approval to Victoria Rigot for time and one half and a private room to take the NCLEX-RN examination.

The motion was seconded and approved unanimously.

Christina E. Williams, R.N. Applicant

Ms. Piersall moved to grant approval to Christina Williams for time and one half and a private room to take the NCLEX-RN examination.

The motion was seconded and carried unanimously.

CONSIDERATION OF CONSENT ORDERS AND AGENCY SUBORDINATE RECOMMENDATIONS
CONCERNING APPLICANTS:

CLOSED MEETING: Ms. Hale moved that the Board of Nursing convene a closed meeting pursuant to Section 2.2-3711(A)(27) of the *Code of Virginia* at 2:17 P.M. for the purpose of deliberation to reach a decision regarding consideration of consent orders and agency subordinate recommendations regarding applicants. Additionally, Ms. Hale moved that Ms. Douglas, Ms. Mitchell, Ms. Power, Ms. Krohn, Dr. Elliott, Ms. Tiller, Ms. Kleiner, Ms. Davis and Mr. Casway to attend the closed meeting because their presence in the closed meeting is deemed necessary and their presence will aid the Board in its deliberations. The motion was seconded and carried unanimously.

RECONVENTION: The Board reconvened in open session at 3:00 P.M.

Ms. Hale moved that the Board of Nursing certify that it heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened. The motion was seconded and carried unanimously.

Laura Garten, L.P.N.

Ms. Lindsay moved to accept the consent order for the voluntary surrender for indefinite suspension of Laura Garten's license to practice practical nursing in Virginia. The motion was seconded and carried unanimously.

Robin C. Heldreth, R.N.

Ms. Lane moved to reject the consent order and to close the case undetermined. The motion was seconded and carried unanimously.

Alvin E. Parkes, R.N.

Ms. Lindsay moved to reject the consent order and to offer a consent order to indefinitely suspend the registered nursing license of Alvin Parkes for not less than two years. The motion was seconded and carried unanimously.

Dana R. Peebles, C.N.A.

Dr. Hahn moved to accept the consent order to revoke the nurse aide certificate of Dana Peebles. The motion was seconded and carried unanimously.

Robyn Simon, L.P.N.

Ms. Lindsay moved to accept the consent order for the voluntary surrender for indefinite suspension of Robin Simon's right to renew her license to practice practical nursing in Virginia. The motion was seconded and carried unanimously.

Sandra Armstrong, L.P.N.

Ms. Piersall moved to accept the consent order to indefinitely suspend the practical nursing license of Sandra Armstrong, stay said suspension contingent upon proof of entry into the Health Practitioners Intervention Program and not

less than six months compliance with a recovery monitoring contract with the Health Practitioners Intervention Program.

The motion was seconded and carried unanimously.

Kristen Cyron, R.N.

Ms. Lindsay moved to accept the consent order to indefinitely suspend the right of Kristen Cyron to renew her license to practice professional nursing in Virginia. This suspension shall be stayed upon proof of entry into and compliance with the Health Practitioners Intervention Program.

The motion was seconded and carried unanimously.

Augustine Williamson, C.M.T.

Ms. Lane moved to accept the consent order to indefinitely suspend the massage therapy certificate of Augustine Williamson.

The motion was seconded and carried unanimously.

Clarissa S. Mutia, L.P.N. Applicant

Ms. Lindsay moved to accept the agency subordinate recommendation to deny the licensed practical nurse application for licensure by endorsement of Clarissa Mutia.

The motion was seconded and carried unanimously.

Mary C. Tucker, R.N., C.N.S. Applicant

Dr. Selig moved to accept the agency subordinate recommendation to deny the application of Mary Tucker for registration as a clinical nurse specialist.

The motion was seconded and carried unanimously.

Jan A.P. Mills, R.M.A. Applicant

Ms. Lindsay moved to accept the agency subordinate recommendation to deny the application of Jan Mills for registration as a medication aide.

The motion was seconded and carried unanimously.

Hollie D.M. Gibson, R.N. Applicant

Ms. Lane moved to accept the agency subordinate recommendation to deny the application of Hollie Gibson for licensure by endorsement as a registered nurse.

The motion was seconded and carried unanimously.

Bridgett R. Paige, C.N.A. Reinstatement Applicant

Ms. Piersall moved to accept the agency subordinate recommendation to reinstate the nurse aide certificate of Bridgett Paige without restriction.

The motion was seconded and carried unanimously.

As there was no additional business, the meeting was adjourned at 3:05 P.M.

Lynne Cooper, Citizen Member
President

Note - Copies of reports referenced can be obtained by contacting the Board of Nursing office.

**VIRGINIA BOARD OF NURSING
EDUCATION INFORMAL CONFERENCE COMMITTEE
MINUTES
January 26, 2009**

TIME AND	The meeting of the Education Informal Conference Committee was
PLACE:	convened at 9:07 a.m. in Suite 201, Department of Health Professions 9960 Mayland Drive, Second Floor, Richmond, Virginia.
MEMBERS PRESENT:	Judith E. Piersall, R.N., B.S.N., Chairperson Joyce A. Hahn, Ph.D., APRN, NEA-BC G. Maxine Ponn, L.P.N.
STAFF PRESENT:	Jay Douglas, R.N., M.S.M., C.S.A.C., Executive Director Paula B. Saxby, R.N., Ph.D., Deputy Executive Director, Education Jessica C. Ressler, R.N.C., M.S.N., Nursing Education Consultant Barbara Applegate, R.N., B.S.N., On-Site Visitor Marsha Dubbé, R.N., M.S.N., On-Site Visitor Jean Moseley, R.N., M.S., On-Site Visitor

CONFERENCES SCHEDULED:

REGISTERED NURSING, PRACTICAL NURSING, AND NURSE AIDE EDUCATION PROGRAMS

Progress Report for NCLEX Pass Rates Below 80%

Eastern Mennonite University – Baccalaureate Degree Nursing
Education

Program, Harrisonburg
Dr. Arlene Wiens was in attendance.

Action: Recommend:

Accept the NCLEX progress report as information.

**Provisional Approval to Establish a Nursing Education
Program**

Stratford University – pre-licensure Baccalaureate Degree Nursing
Education Program, Falls Church

Dr. Janet Byers, Dr. Richard Shurtz, and Dr. Habib Khan were in
attendance.

At 9:52 a.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Stratford University pre-licensure Baccalaureate Degree Nursing Education Program, Falls Church. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and

Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 10:24 a.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Revise all nursing syllabi to include:
 - Listing of behavioral objectives
 - Defined teaching and learning methods
2. Develop a clinical evaluation tool to include clinical hours;
3. Provide evidence of the role of a nurse educator in the development and design of the nursing lab;
4. Notify the Nursing Education Consultant in writing when the nursing lab is complete to schedule a visit;
5. A site visit will be made to this campus once the site work has been completed;
6. The report of that site visit will be presented to Board for their review; and
7. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized.

Application and Fee to Establish a Nursing Education Program

Southside Regional Medical Center Professional Schools – Associate Degree Nursing Education Program, Petersburg
Lavoy Bray, Cindy Parsons and Preston Davis were in attendance.

At 11:05 a.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Southside Regional Medical Center Associate Degree Nursing Education Program, Petersburg. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and

Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The Committee reconvened in open session at 11:31 a.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the application form and documentation of receipt of a \$1200.00 check for the traditional ADN program as information;
2. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized; and
3. If the school wishes to consider an on-line associate degree nursing education program, the school will need to submit an application and additional \$1,200.00 fee.

Complaint

Southside Regional Medical Center – Online Diploma Nursing Education Program, Petersburg

Action:

1. Accept the complaint with a finding of a violation of Board of Nursing regulation **18VAC90-20-90.B.1.**;
2. Require that the Southside Regional Medical Center Professional School's On-Line Diploma Nursing Program present a plan of correction within 14 days showing:
 - reasonable alternatives to a lack of faculty; and
 - development of policies that provide fair treatment to all students.
3. Within 14 days provide the Board with a faculty summary of the Pennsylvania staff including both theory and clinical classes taught by each;
4. Within 14 days provide this Board with an organizational chart of the entire Pennsylvania faculty; and
5. Provide a faculty summary reflecting VA and PA didactic and clinical instructors to ensure "the number of faculty is sufficient to achieve the objectives of the educational program and to ensure safety for patients to whom students provide care"
18VAC90-20-90.B.1;

Notification of Intent to Transition from a Diploma Program to an ADN Program

Southside Regional Medical Center Professional Schools – pre-licensure Registered Nursing Education Program, Petersburg

Action: Recommend:

Accept the documentation for the planned transition from diploma nursing education to an ADN program as information.

On Site Review Report – Nurse Aide Education Program

Henrico County Public Schools (Adult Education), Highland Springs

Hermitage Technical Center, Henrico

Highland Springs Technical Center, Highland Springs

Virginia Randolph Community High School, Glen Allen

Tammy Williams, Elaine Callahan, Jean Murray, and Mac Beaton were in attendance.

At 12:07 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Henrico County Public Schools Nurse Aide Education Program. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 12:27 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend conditional approval with ninety (90) days to meet the following requirements:

1. Ensure that students do not perform services for which they have not received instruction and been found proficient by the instructor [18 VAC 90-25-30.B.3.f]; and
2. Provide a schedule for skills lab hours and clinical hours for each program [18VAC90-25-30.B.3.f] [18VAC 90-25-50.C.3].

And the following suggestions for improving the program:

1. Increase the designated skills practice time;
2. Decrease the number of students in the skills lab to 10, rather than the current 15 to 20 with one instructor, to allow more individualized instruction in mastering the required skills;
3. Develop strategies to increase the pass rate on the skills portion of the exam;

4. Increase communication between all four schools for continuity and consistency of content presented;
5. Ensure that the program coordinator's primary function is to provide sufficient oversight to all four programs;
6. Consider increasing secretarial support for the Program Coordinator to ensure coordination and oversight of all four programs; and
7. Add objectives for the following content areas:
 - a. Measuring and recording routine vital signs;
 - b. Measuring and recording height and weight;

- c. Performing basic emergency measures;
- d. Bathing and oral hygiene; grooming; dressing; toileting;
- e. Transfer, positioning and turning;
- f. Identifying developmental tasks associated with the aging process;
- g. Demonstrating principles of behavior management by reinforcing appropriate behavior and causing inappropriate behavior to be reduced or eliminated; and
- h. Promoting the client's right to make personal choices to accommodate individual needs.

Provisional Approval to Establish a Nursing Education Program

George Washington University – Loudoun Campus – pre-licensure Baccalaureate degree Nursing Education Program, Loudoun

Dr. Ellen Dawson and Rose Brenkus were in attendance.

At 12:35 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of George Washington University – Loudoun Campus – pre-licensure Baccalaureate degree Nursing Education Program, Loudoun. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 12:43 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the program of study (curriculum and on-site visit) as fulfillment of the regulation to establish a nursing education program;
2. Add "entry level graduates" in the document to describe "the practitioner being prepared" **(18VAC90-20-80.2)** and mail documentation to the Board office;
3. Grant provisional approval and the admission of students and the advertisement of this accelerated second degree BSN nursing program are authorized once clinical contracts are received;
4. The first quarterly report is due 90 days from the date of the provisional approval; and
5. NCSBN will be notified and a program code will be assigned to this pre-licensure registered nursing program.

Application, Fee, Letter of Intent, and Provisional Approval to Establish a Nursing Education Program

Southside Virginia Community College – Associate Degree Nursing Education Program, South Boston
Leigh Moore, Tom Wiseby and Felicia Orick were in attendance.

At 12:54 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Southside Virginia Community College – Associate Degree Nursing Education Program, South Boston. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 12:56 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action:

1. Accept the application, receipt of a \$1200.00 check and letter of intent as information;
2. Accept the curriculum documentation as partial fulfillment of the requirements or provisional approval 18VAC90-20-40 and 18VAC90-20-50;
3. Grant provisional approval to establish a pre-licensure ADN program to this community college based on the receipt and review of the curriculum; and
4. The admission of students and the advertisement of this proposed pre-licensure ADN program are **not** authorized until a site visit is conducted and the results of that visit are reported to the Board.

Meeting adjourned at 1:00 p.m.

Reconvened at 2:20 p.m.

Initial Approval Survey Visit

Virginia State University – Pre-licensure Associate Degree Nursing
Education Program, Petersburg

Karen Faison, Frances Montague and Pamela Leigh Mack were in
attendance.

At 2:28 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Virginia State University – Pre-licensure Associate Degree Nursing Education Program, Petersburg. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 2:33 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action:

The following suggestions were made for program improvement:

1. Revisit faculty job descriptions to identify all the faculty functions;
2. Consider increasing the hours of the practice simulation/skills lab coordinator; and
3. Continue to provide input into the plans for the new addition to the current building with dedicated classrooms for the nursing skills/simulation lab and separate classrooms.

Recommend:

Grant full approval to this pre-licensure registered nursing education program. The next survey visit will be scheduled for 2016.

Initial Approval Survey Visit

VCCS Commonwealth Nursing Program – On-line Pre-licensure ADN Nursing Education Program, Midlothian
Barbara Laird was in attendance.

At 2:37 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of VCCS

Commonwealth Nursing Program – On-line Pre-licensure ADN Nursing Education Program, Midlothian. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 2:45 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Grant full approval to this pre-licensure registered nursing education program. The next survey visit will be scheduled for 2016.

The following suggestions were made for program improvement:

1. The Program Director may wish to develop a system of tracking the professional competency requirement for faculty;
2. The program director and faculty may wish to assess the clinical evaluation forms for clarity of specific skills needed; and
3. The program director and faculty may wish to increase the opportunity for open supervised practice time in the skills lab

On-Site Visit for Provisional Approval to Establish a Nursing Education Program

Longwood University – Baccalaureate Degree Nursing Education Program, Farmville

Jean Sorrells-Jones was in attendance.

At 2:50 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Longwood University – Baccalaureate Degree Nursing Education Program, Farmville. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 2:55 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia

Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the on-site survey report as fulfilling all requirements for provisional approval;
2. A quarterly progress report is due April 17, 2009;
3. Grant provisional approval and the admission of students and the advertisement of this program is authorized; and

4. NCSBN will be notified and a program code will be assigned to this BSN program.

On-Site Visit for Provisional Approval to Establish a Nursing Education Program

Fortis College (formerly Virginia Career Institute) – Practical Nursing and Associate Degree Nursing Education Program, Norfolk

Carol Hrusovsky and Cathleen Hill were in attendance.

At 3:00 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Fortis College (formerly Virginia Career Institute) – Associate Degree Nursing Education Program, Norfolk. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 3:06 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Accept the documentation of the site visit;
2. Grant provisional approval and the admission of students and the advertisement of the associate degree and practical nursing program is authorized;
3. The first quarterly report is due 90 days after the granting of provisional approval; and
4. NCSBN will be notified and a program code will be assigned to this associate degree nursing program.

Name Change

Virginia Career Institute – Associate Degree Nursing Education Program, Norfolk

Action: Recommend:

1. Accept the name change as information; and
2. The Board will notify NCSBN of this change.

Initial Approval Survey Visit

Thomas Nelson Community College – Historic Triangle – pre-licensure Associate Degree Nursing Education Program LPN-RN Articulation Program, Williamsburg
Mary Kathryn Howard was in attendance.

At 3:16 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Thomas Nelson Community College – Historic Triangle – pre-licensure Associate Degree Nursing Education Program LPN-RN Articulation Program, Williamsburg. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 3:21 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

1. Grant full approval to this pre-licensure RN education program with 30 days to provide documentation of published NCLEX-RN pass rates for the past 3 years; and
2. with 30 days to present an organizational plan that meets the requirements of **18VAV90-20-70.D**

The following suggestions were made for program improvement:

1. The program director may wish to revise Nursing Program Policies-Essential Sensory Abilities to include: Possess auditory acuity to hear faint body sounds;
2. The program director and faculty may wish to implement a preceptorship program to further enhance clinical opportunities for students;
3. The program director and faculty may wish to review and revise program director and faculty job descriptions to clarify responsibilities; and

4. Ensure the students use correct testing code for Historic Triangle to enable accurate NCLEX-RN test results and for total program review.

Curriculum Change

Riverside School of Professional Nursing – LPN to RN articulation,
Newport News

Debbie Sullivan-Yates and Patricia Cork were in attendance.

At 3:25 p.m., Ms. Ponn moved that the Education Informal Conference Committee convene a closed meeting pursuant to § 2.2-3711 (A) (28) of the Code of Virginia for the purpose of deliberation to reach a decision in the matter of Riverside School of Professional Nursing – LPN to RN articulation, Newport News. Additionally, she moved that Ms. Douglas, Ms. Ressler, Dr. Saxby, Barbara Applegate, Marsha Dubbé, and Jean Mosley attend the closed meeting because their presence in the closed meeting was deemed necessary.

The motion was seconded and carried unanimously. The

Committee reconvened in open session at 3:33 p.m.

Ms. Ponn moved that the Education Informal Conference Committee heard, discussed or considered only public business matters lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such public business matters as were identified in the motion by which the closed meeting was convened.

Action: Recommend:

Accept the documentation regarding the curriculum change as information in that it meets current Board of Nursing regulations.

Progress Report for NCLEX Pass Rates Below 80%

Lord Fairfax Community College – Associate Degree Nursing
Education

Program, Middletown and Warrenton

Beth Pippin was in attendance.

Action: Recommend:

Accept the NCLEX progress report as information.

Progress Report for NCLEX Pass Rates Below 80%

Virginia Beach School of Practical Nursing – Practical Nursing
Education Program, Virginia Beach

Natasha Christian was in attendance.

Action: Recommend:

Accept the NCLEX progress report as information.

Application and Fee to Establish a Nursing Education Program

Chamberlain College of Nursing – Baccalaureate Degree Nursing Education Program, Crystal City

Action: Recommend:

1. Accept the application form and documentation of receipt of a \$1200.00 check as information; and
2. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized.

Application and Fee to Establish a Nursing Education Program

South Central Area Health Education Center – Practical Nursing Education Program, Altavista

Action: Recommend:

1. Accept the application form and documentation of receipt of a \$1200.00 check as information; and
2. The admission of students and the advertisement of this proposed pre-licensure ADN program is **not** authorized.

Application and Fee to Establish a Nursing Education Program

Trinity Nursing Academy – Practical Nursing Education Program, Bowie, Maryland

Action: Recommend:

1. Accept the application form and letter of intent as information.
2. The admission of students and the advertisement of this proposed practical nursing program are **not** authorized.

Quarterly Report

National School of Nursing and Allied Health – Practical Nursing Education Program, Woodbridge

Action: Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report is due February 13, 2009.

Quarterly Report

Blue Ridge Job Corps – Practical Nursing Education Program, Marion

Action: Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report is due February 13, 2009;
3. Restore provisional approval to this practical nursing education program since all requirements have been met regarding the survey visit deficiencies; and
4. A return visit shall be scheduled to this program May 5-6, 2009 to determine whether or not full approval can be granted.

Quarterly Report

Medical Learning Center – Practical Nursing Education Program, Arlington

Action:

1. Accept the report as information;
2. Require that the program determine its length and ensure student graduation at the published completion of the program; and
3. The next quarterly report is due February 13, 2009 which must include information regarding the progress of the first class toward graduation.

Quarterly Report

Jefferson College of Health Sciences – Baccalaureate Degree Nursing Education Program, Roanoke

Action: Recommend:

1. Accept the report as information; and
2. The next quarterly report is due April 17, 2009.

Quarterly Report

Eastern Shore Community College – Practical Nursing Education Program, Melfa

Action: Recommend:

1. Accept the report as information; and
2. The next quarterly report is due April 17, 2009.

Quarterly Report

American International Institute of Health – Practical Nursing Education Program, Arlington

Action: Recommend:

1. Accept the report as information;

2. The school must provide a position description for the clinical coordinator;

3. The school must clarify the statement regarding transfer students-how many passed and how many failed;
4. Notify the Board as soon as a new director has been appointed;
5. The program director shall review and revise the skills checklist to include skills for patients across the life cycle; and
6. The next quarterly report is due April 17, 2009.

Quarterly Report

Eastern View High School/Germanna Community College –
Practical Nursing Education Program, Culpeper

Action: Recommend:

1. Accept the quarterly report as information; and
2. The next quarterly report is due April 17, 2009.

Quarterly Report

Global Health Nurse Training Services – Pre-licensure Associate
Degree Nursing Education Program, Alexandria

Action: Recommend:

1. Accept the quarterly report as information;
2. The next quarterly report is due April 17, 2009; and
3. The program will be surveyed for initial approval on August 11-
12,
2009.

Quarterly Report

ITT Technical Institute – Associate Degree Nursing Education
Program, Norfolk

Action: Recommend:

1. Accept the report as information;
2. Notify the Board as soon as a new director has been appointed and include a copy of the director's Virginia nursing license;
3. Notify the Board with the date of the first class and the number of students admitted;
4. Provide documentation of ACICS accreditation; and
5. The next quarterly report is due April 17, 2009.

Progress Report for NCLEX Pass Rates Below 80%

Shenandoah University – Baccalaureate Degree Nursing
Education
Program, Winchester/Leesburg

Action: Recommend:

1. Accept the NCLEX progress report as information; and
2. Advise the program to review Board of Nursing regulation
18VAC90-20-151.A.B

Progress Report for NCLEX Pass Rates Below 80%

Medical Careers Institute – Associate Degree Nursing Education
Program, Newport News

Action: Recommend:

Accept the NCLEX progress report as information.

Progress Report for NCLEX Pass Rates Below 80%

Mountain Empire Community College – Practical Nursing
Education
Program, Big Stone Gap

Action: Recommend:

1. Accept the NCLEX progress report as information; and
2. Advise the program director that Mary Marshall scholarship
funds are available, but need to be applied for through the
Virginia Department of Health at 804.864.7420.

Progress Report for NCLEX Pass Rates Below 80%

Centura College – Practical Nursing Education program, Norfolk
and
Richmond (West) campuses

Action:

1. Accept the NCLEX progress report as information; and
2. Advise the program to review Board of Nursing regulation
18VAC90-20-151.A.B.

Progress Report for NCLEX Pass Rates Below 80%

Paul D. Camp Community College – Associate Degree Nursing
Education Program, Franklin

Action: Recommend:

Accept the NCLEX progress report as information.

Progress Report for NCLEX Pass Rates Below 80%

Blue Ridge Job Corps – Practical Nursing Education Program,
Marion

Action: Recommend:

Accept the NCLEX progress report as information.

Curriculum Change

Centura College – Practical Nursing Program, All campuses,
Norfolk,
Richmond (Midlothian), Richmond (West)

Action: Recommend:

Accept the documentation regarding the curriculum change as information.

Curriculum Change

Amherst County School of Practical Nursing – Practical Nursing
Education Program, Monroe

Action: Recommend:

Accept the curriculum revision of the sequencing of courses as information.

Notification of Withdrawal from a Collaboration

Danville Community College, Germanna Community College, and
Blue Ridge Community College – Associate Degree Nursing
Education Program, Danville, Locust Grove, and Weyer's Cave

Action: Recommend:

1. Accept the documentation of withdrawal of participants from the on-line Commonwealth Nursing Program as information;
2. The CNP program will be responsible for notifying the Board as each program graduates its last class;
3. The CNP program will provide documentation concerning the arrangements made to safeguard the records- **18VAC90-20-170.C.1**;
4. The CNP program will notify the Board once the program, as a collaboration, has ended; and
5. Any restructuring of the program will require Board review and approval.

Closure of a Program

Metropolitan Technical Institute – Practical Nursing Education
Program, Woodbridge

Action: Recommend:

1. Accept the documentation of closure of Metropolitan Technical Institute as information;
2. The Metropolitan Technical Institute program will be responsible for notifying the Board of the names of the students who transfer to other programs **18VAC90-20-170.A.2**;

3. The date of which the last student is transferred **18VAC90-20-170-A.3.**; and

4. The program must provide for the custody of the records
18VAC90-20-170.C1-2.

Application to Establish a Nurse Aide Education Program

I & J Global Health Services, Inc., Alexandria

Action: Recommend approval of the nurse aide education program pending receipt of the following requirements:

1. Provide a copy of the multi-state LPN license for Timothy Ayong;
2. Revise the pages of the curriculum prior to page 4; it is difficult to follow what is being taught and for what amount of time;
3. Remove the content and objectives for “infants and children” in Unit 2;
4. Revise the first page of the curriculum regarding “missions, money, and names” and “body cavities and anatomical directional terms”; this is confusing;
5. Revise the content and objectives for “employment relationships”; the content does not match the objectives;
6. Remove the reference to “patient’s/resident’s rights” and “personal independence” from the first few pages; this is covered on page 28;
7. Revise content on “fall prevention”;
8. Remove content and objective for “range of motion” from page 17; it appears in more detail on page 27;
9. Revise “program objectives” summary; there is a reference to “delegated nursing tasks and procedures”; nurse aides have a scope of practice that is not delegated;
10. Correct spelling error for class “syllabus”; you use the term “sylibus”;
11. Revise the syllabus and classroom schedule to reflect the actual content taught and the number of hours for each content area;
12. Clarify the term “FA” on the class block schedule;
13. Remove the following from the course content: care of surgical patients, caring for mothers and newborns, and caring for pediatric patients;
14. On the skills checklist, move the explanation of code “#1” to the first page of the skills checklist;
15. On the graduation requirements information, put the actual dollar amount for the nurse aide competency exam (see Pearson VUE NNAAP Handbook);
16. Clarify use of “Scenario Number One” skills performance;
17. Clarify use of “Area Urgent Care Facilities”; and
18. Clarify statement from the State Corporation Commission on the use of the name of “I & J Nursing Institution”.

Application to Establish a Nurse Aide Education Program

Tazewell County Career and Technical Center, Tazewell

Action: Recommend approval of the nurse aide education program pending receipt of the following requirements:

1. Procedure for showing disposition of complaints against the program [18 VAC 90-25-50.A.3]; and
2. Add an objective for “caring for the clients’ environment” to Unit 2 [18 VAC 90-25-40.A.2.d].

On Site Review Report – Nurse Aide Education Program

Berkshire Health Care Center, Vinton

Action: Recommend conditional approval of the nurse aide education program with thirty (30) days to meet the following requirement:

Revise objectives for each unit of instruction so they are stated in behavioral terms which are measurable [18 VAC 90-25-40.B.1].

On Site Review Report – Nurse Aide Education Program

Charlottesville-Albemarle Technical Education Center (High School Program), Charlottesville,

Action: Recommend conditional approval of the nurse aide education program with thirty (30) days to meet the following requirements:

1. Provide documentation that each student applying to or enrolled in such program has been given a copy of applicable Virginia laws regarding criminal history records checks for employment in certain health care facilities, and a list of crimes which pose a barrier to such employment [18 VAC 90-25-20.B.3];
2. Develop a curriculum plan to include a detailed content/topical outline and objectives for each unit that reflect all the curriculum content from the regulations [18 VAC 90-25-40.A];
3. Provide evidence that objectives for each unit of instruction is stated in behavioral terms which are measurable [18 VAC 90-25-40.B.1]; and
4. Ensure that the students receive a copy of their skills record at the completion of the program [18 VAC 90-25-50.A.1].

And the following suggestions for improving the program:

1. Revise the certificate of completion to include the correct number of hours of the program and indicate that the student completed the “high School program”, not the “adult program”; and
2. Add “record” to the vital signs on the skills performance record.

On Site Review Report – Nurse Aide Education Programs

Heath Careers Institute, Richmond

Action: Recommend conditional approval of the nurse aide education program with thirty (30) days to meet the following requirement:

Provide evidence that the record of reports of the graduates' performance on the competency evaluation program is maintained [18 VAC 90-25-50.A.2].

And the following suggestions for improving the program:

1. Maintain an address for the nurse aide education program that is different from the clinical site address to facilitate receiving information from the Board of Nursing and Pearson VUE;
2. Standardized all documents to use "Health Careers Institute" when referring to the program; and
3. Continue to use the terminology "nurse aide education program" throughout the curriculum rather than "nursing assistant" and "training program".

On Site Review Report – Nurse Aide Education Program

Simply Love New Beginning (Vision Ministries, Inc.), Portsmouth

Action: Recommend conditional approval with thirty (30) days to meet the following requirements and schedule a follow-up on-site review in one year:

1. Add content and objective for "recognizing changes in body functioning and the importance of reporting such changes to a supervisor" [18 VAC 90-25-40.A.2.a];
2. Add content and objective in one unit for "caring for the client's environment" [18 VAC 90-25-40.A.2.d];
3. Add content and objective in one unit for "caring for the client when death is imminent" [18 VAC 90-25-40.A.2.g];
4. Add content and objective for "dressing" [18 VAC 90-25-40.A.3.c];
5. Add content for "avoiding the need for restraints in accordance with current professional standards" [18 VAC 90-25-40.A.7.g];
6. Revise objectives for each unit so that they are in a consistent format and font [18 VAC 90-25-40.B.1];
7. Provide evidence of a skills record [18 VAC 90-25-50.A.1]; and
8. Provide evidence of the reports of graduates' performance on the approved competency evaluation program [18 VAC 90-25-50.A.2].

And the following suggestions for improving the program:

1. Develop a consistent format for the curriculum; and
2. Revise the behavioral objectives with the statement "At the completion of this unit, the student will:".

On Site Review Report – Nurse Aide Education Program

Spotsylvania Career & Technical Center (Adult Program),
Spotsylvania

Action: Recommend conditional approval with thirty (30) days to meet the following requirements:

1. Provide evidence that information on “promoting client independence” is presented prior to the students’ first clinical experience [18 VAC 90-25-40.A.1.d];
2. Add content and objective for “communicating with sensory impaired clients” [18 VAC 90-25-40.A.5.b.];
3. Add content and objective for “demonstrating an understanding of responding appropriately to the behavior of sensory impaired clients” [18 VAC 90-25-40.A.5.c.]; and
4. Add content and objective for “teaching the client in self-care according to the client’s abilities as directed by a supervisor” [18 VAC 90-25-40.A.6.f.].

And the following suggestions for improving the program:

1. Write a policy/procedure to accompany “Official Record of Complaints” describing how a complaint will be addressed;
2. Create a calendar for the students, including days of class and clinical and topics/tests for each day; and
3. Merge curriculum syllabus (outline) with the curriculum objectives into one document.

**On Site Review Report – Nurse Aide Education Programs
meeting all regulations**

Action: Recommend continued approval of the following nurse aide education programs:

American Red Cross, Richmond
Botetourt Technical Education Center, Fincastle
Blue Ridge Nursing Center, Stuart
Charlottesville-Albemarle Technical Education Center, Adult Program, Charlottesville
Chesapeake Center for Science and Technology (High School Program), Chesapeake
Dickenson County Career Center (High School Program), Clinchco
Giles County Technology School, Pearisburg
Lucy Corr Village, Chesterfield
Patrick County High School, Stuart
Patriots Colony, Williamsburg
Prince Edward County High School (High School Program), Farmville
Raleigh Court Health & Rehabilitation Center, Roanoke
Richfield Recovery and Care Center, Salem
Riverside Lifelong Health and Aging Related Services, Newport News,
Mathews, Saluda, West Point, and Smithfield
Salem Health & Rehabilitation Center, Salem
Southside Virginia Community College, Emporia
Tidewater Community College, Virginia Beach
Trinity Mission Health and Rehabilitation of Hillsville, Hillsville

Meeting adjourned at 4:40 p.m.

Paula B. Saxby, R.N., Ph.D.
Deputy Executive Director

Jessica C. Ressler, R.N.C., M.S.N.
Nursing Education Consultant